Superintendent's Annual Attendance Report (SAAR)

User Guide

Objectives:
Overview of SAAR
Preparing for SAAR Reporting
Record Layouts

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Introduction

This document will provide instructions for generating the Superintendent's Annual Attendance Report and reviewing data from this report in Campus.

Documentation

All documentation related to SAAR is available from the Customer Support Portal (http://support.infinitecampus.com) for easy access and distribution among all users. Related documentation is also available from the Help Index within Campus.

Software Support

Contact the district's Campus Administrator for guidance on scheduling.

Feature Updates

As of the date of this document, no changes have been made to the features discussed. Please see the most current Release Notes for product fixes and enhancements. Recently announced modifications will be viewable within the Online Help Text when items have adequately passed quality assurance procedures.

Hardware Requirements

The tasks mentioned in this user guide are compatible with either a PC or a Macintosh. Please see the Supported Platforms Technical Reference for specific requirements.

Overview of SAAR

The Superintendent's Annual Attendance (SAAR) Report provides a summary of each district's aggregate attendance data for the entire school year. Due to the nature of SAAR, the tool has been designed to allow very granular control of the data reported to assist in research and verification.

The generation of SAAR will take several minutes if all reports, calendars and school months are used. It is suggested that Records L and W only be chosen when specifically reviewing this data, as they use a very resource-intensive process and can significantly increase the amount of time needed to run the report.

SAAR is the core report used to determine funding based on attendance.

User Security

Users should have the following rights assigned, in addition to calendar rights and other tool rights for the appropriate school calendars.

Tool	Path	Read	Write	Add	Delete
SAAR Report	KY State Reporting > SAAR Report	X	X	X	X

Explanation of Tool Right Options

Read – allows a user to view tool, but not make changes
Write – allows a user to view tool, and make changes
Add – allows a user to view tool, make changes and add new items
Delete – allows a user to view tool, make changes, add new items and delete existing items

For additional information on tool rights, see the Standard User Group Tool Rights Technical Reference, available on the Customer Portal.
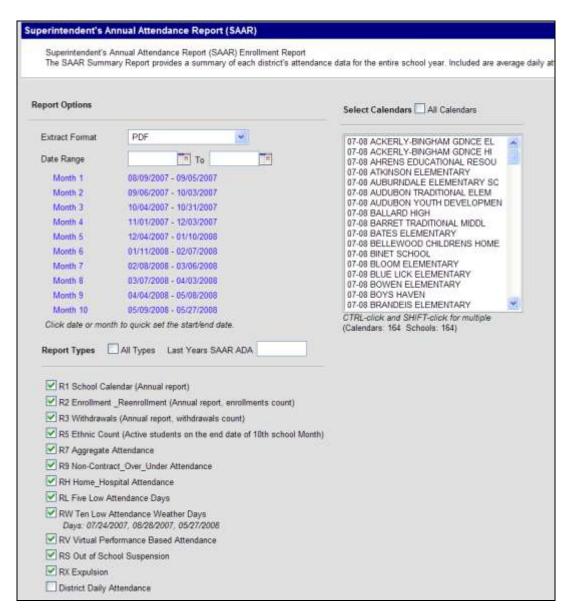
SAAR Report Editor
Path: KY State Reporting > SAAR Report

The reporting tools for SAAR record formats are available in the following formats:
- PDF
- State Format (fixed width)
- XML
- HTML

When submitting information to KDE, use the State Format (fixed width). If reviewing data prior to submission, use one of the other formats.

There are a number of changes from how the legacy system reported SAAR data:

- All Partial Day calculations are included directly in Record 7. Partial day attendance entries do not need to be adjusted. Using an ad hoc filter for the attendance group PAR will generate the report for only partial day students. (See the Appendix for details on the PAR ad hoc filter.)
- Record formats V, S and X are only available in PDF form, as they are included in the Aggregate Adjustment Days on Record 7 (both in PDF and in export format). V, S and X will be lined out on the selection page when a format other than PDF is selected.

See the Appendix for ad hoc filter reports that can be built for easier review of student data.

Description of SAAR Record Extracts

Record Name	Description
Record 1 – Calendar	All schedule structures within a single calendar must match on dates, days and day events. The validation report will identify issues with schedule structures.
Record 2 – Enrollment/Reenrollment1[1]	Counts of each enrollment's Start Status code. Look for counts that may be incorrect and research by creating Ad Hoc filters based on Start Status codes.
Record 3 – Withdrawals [2]	Counts of each enrollment's End Status code. Look for unexpected counts and research via Ad Hoc filters.
Record 5 – Ethnic Count[3]	The ethnic count is based on either the end date entered on the selection page for SAAR or, if left blank, the last instructional day of the year. Look for anomalies and research using ad hoc on the RaceEthnicity field on the identity. NOTE: When submitting to KDE, leave the dates blank.
Record 7 – Aggregate Attendance	This record is the most complex as it contains both the base attendance, (actual funding calculation for partial day and, as such, no partial day adjustment is required) and the adjustment attendance, which are the adjustment values calculated for RV-Virtual Performance Based, RS-Eligible Suspension and RX-Eligible Expulsion. Start with an ad hoc filter for a few students that is reasonably easy

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[1] Verify Records 2 by subtracting the Enrollment/Reenrollment (R2) count from the Withdrawals (R3)Count. This should equal the Ethnic Count (R5).

[2] Verify Records 3 by subtracting the Enrollment/Reenrollment (R2) count from the Withdrawals (R3)Count. This should equal the Ethnic Count (R5).

[3] Verify Records 5 by subtracting the Enrollment/Reenrollment (R2) count from the Withdrawals (R3)Count. This should equal the Ethnic Count (R5).

Record Name	Description
	to verify in order to build confidence in the calculations; then expand to larger groups of students and then on to grade levels, the entire school and district-wide.
	Use the ADA/ADM Report that includes the Truancy and Funding calculation report to verify attendance calculations, keeping in mind the funding calculation for partial day students in SAAR is different than the truancy attendance calculations used in the ADA/ADM Report.
	Use the Virtual Performance Based (RV) present days and verify that the R7 Adjustment Present Days is the same. The Suspension Eligible 10 (RS) absent days plus the Expulsion Eligible (RX) 175 days should then equal the R7 Adjustment Absent days.
	NOTE: The extract uses the following calculation: • Present Days = RU + RS (eligible) + RX (eligible) • Absent Days = RS + RX
Record 9 – Noncontract Over/Under Attendance	This record returns values on Attendance Groups of NC, NCO and underage/overage students. Create an ad hoc filter for all or some of the students and verify the calculations are as expected.
Record H – Home/Hospital	This record returns values on the Home/Hospital Attendance Group. Create an ad hoc filter for this attendance group.
Record L – Five (5) Low Attendance Days	Reports the five lowest attendance days for the selected schools. The system will calculate ADA for ALL school days district-wide for the entire school year when this is generated. Only generate this report when using those values. Use the Load 5 Low Days button if generating often in a single session.
Record W – Ten(10) Low Attendance Weather Days[4]	Reports the ten lowest attendance days for the selected school. Districts may elect up to ten days in a given year to submit documented weather related Low Attendance Days. Use the District Daily Attendance report to list District ADA for every day in the year.

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[4] This process is being enhanced to support a separate Low Attendance Day report used to identify which low attendance days were, in fact, weather related. Mark the day with a Day Event code L on the Calendar Days tab, which will then be used by SAAR to generate Record W. This option is not yet available.

Record Name	Description
	The user can choose to enter last year's approved ADA to help determine which days are eligible for selection. Day Event L code indicates that data should be selected for Record W.
Record V – Virtual/Performance Based	This record will only be triggered for students who are scheduled into a section marked as virtual or performance based upon completion of the course within the school year. Those students marked with a grade of P or Pass will be counted as proficient and their present days will be added to the record (and adjustment for record 7). Students who have another grade (other than P or Pass) will be classified as Not Proficient and their head count will show on the Record V report, but no attendance will be taken into account.
Record S – Out of School Suspension	The report for record S will show both the total suspension attendance (State Attendance Code = S) in the first section and the Eligible 10 days attendance in the second section. The second section (Eligible 10 days) is the value carried over to the Adjustment values on Record 7. Count numbers represent the number of individual students who had suspension events, the number of students who had multiple events and the total number of suspension events in the period reported on. Use the Suspension Attendance Linkage Edit report to identify any suspension event/attendance mismatches that may exist.
Record X – Expulsion	The Expulsion report will show the total absent days for SSP1 and SSP2 resolutions in the first section. The second section shows the Eligible 175 days for both SSP1 and SSP2 and is the value carried over to Record 7 adjustments. The Present Days for those with SSP1, expelled receiving services. Use the District Daily Attendance Report to identify any suspension event/attendance mismatches.

Standard Elements in Each Record

The following elements appear in each SAAR record as the first seven data elements.

Element Name	Description	Type, Format and Length	Campus Database	Campus Interface
Filler		Alphanumeric, 3 characters XXX		
District Number	State-designated district number	Numeric, 3 digits XXX	District.Number	System Administration > Resources > District Information > State District Number
School Number	State-designated school munber	Numeric, 3 digits XXX	School.Number	System Administration > Resources > School > NCES School Number
Year	Last two digits of the school year (2006-2007 = 07)	Numeric, 2 digits XX	Calendar.endyear	System Administration > Calendar > School Year > End Year
Calendar ID	District calendar – distinct start date for Month 1 There should be one calendarID for reporting purposes per distinct schoolMonth.startDate within a district.	Date field, 8 characters YYYYMMDD	SchoolMonth.start Date	System Administration > Calendar > Calendar > School Month > School Month 1 > Start Date
Record Code	Code assigned to the report	Alphanumeric, 1 character	Not dynamically stored	Not dynamically stored
Grade	State grade levels of students included in the report The grade used here must be the mapped state grade from the gradeLevel table, AND a select statement is done that merges all grade levels across scheduleStructures and calendar for a year within a school.	Alphanumeric, 2 characters XX	gradeLevel.stateG rade	System Administration > Calendar > Calendar > Grade Levels > State Grade Mapping

Preparing for SAAR Reporting

Before generating SAAR reports, it is recommended districts spend time reviewing data and modifying areas where data may be incorrect. The following is a list of those areas. It is recommended this be done in the order provided.

Fill Schedule Gaps

Path: Scheduling > Student Gap Scheduler

Look for any students who may be missing one or more courses in a period or term throughout the year. Make sure to appropriately fill those gaps, otherwise students will be viewed as partial day students and only partial funding will be received.

Full Day Gaps

Path: KY State Reporting > Edit Reports > Schedule Gap Attendance

After filling student schedule gaps, run the Schedule Gap Attendance report to identify any students who may have a gap in attendance (where there is attendance before and after a period, but appear to have attendance missing for a period).

Edit those students' attendance records and resave the days. Campus will fill in the missing attendance.

Multiple Enrollment Schedules

Path: KY State Reporting > Edit Reports > Multiple Enrollment Schedules

Verify students who withdrew from a school and reenrolled have their schedules starting with proper roster start and end dates to represent both enrollments.

Other Edit Reports

Path: KY State Reporting > Edit Reports

Generate the following reports for additional data review:
- Expulsion Attendance Report – Identifies where there is an expulsion without services and incorrect attendance associated with it.

- Suspension Attendance Linkage – Identifies where suspended students do not have attendance matchng their suspension.
- Missing Enrollment End Status – Identifies enrollments that were likely auto end-dated when a new enrollment was created and no end status (Record 3) was entered.
- Overage/Underage Report – Identifies students who fall into the three categories reported on SAAR: In 2000 not 5 years old by October 1; in 2001 not 6 years by October 1 and those students with their 21st birthday during the school year.
- Schedule Structure Grades Report – Identifies students who are enrolled in a grade that is not supported by the schedule structure they're enrolled in. Contact Campus Support for guidance in this area.

SAAR Validation Report

Path: KY State Reporting > SAAR Report

The first function to run in the SAAR report is the Validation Report. By selecting all calendars and clicking the Validation Report button, Campus will look for three key items:
- Schedule Structure mismatches – where the dates, days or day events do not match within a calendar.
- School Month dates – School Month 1 start date must be the same or later than the calendar start date. School Month 10 end date must be the same or earlier than the calendar end date.
- State Grade Level Mapping – Using the Calendar Grade Levels tab to map the district grade levels to the state list of valid grade levels.

NOTE: Use the CTRL-SPACE keys to display the option to select one or more grade levels or to use an ad hoc filter to choose individual or groups of students to report on. A Select Students section will appear below the Calendar list.

Generating the Report
1. Select the Extract Format from the dropdown list. Options are State Format (fixed width), PDF, XML or HTML. When submitting SAAR to KDE, use the State Format; otherwise, use one of the other formats for review of data prior to submission.
2. Leave the date range blank to select the entire year. Enter a date range for the report if the desire is to review data for one or more school months. Dates are entered in *mmddyy* format, or use the calendar icon to select a date. The School Months are also listed for easy selection of start and end dates. By clicking the start date of a school month and the end date of another school month, the dates will prepopulate into the Date Range fields. If the dates are left blank, the report will determine the start and end dates of school months for each school.
3. Select the appropriate Report Types (see list above for available options). If all types should be included, select the All Types checkbox. If not, uncheck the All Types
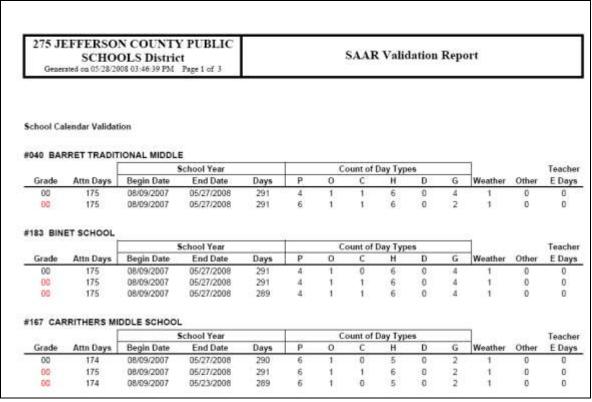
checkbox and select the appropriate reports to include. It is suggested that Records L and W only be chosen when specifically reviewing the data for performance reasons.

4. Select the appropriate calendars to include in the report. Use the CTRL and SHIFT keys to select multiple calendars. Calendars that only have PK grade levels are not included in the list.

5. Select the grade level(s) to include in the report. SAAR is only for grade levels 00-14. All other grade levels have been filtered out of the selector.

6. Select an ad hoc filter to further limit the students in the report. Using ad hoc filters is a powerful way to allow analysis of SAAR data to the individual student level.

7. If only generating Record L (RL) or Record W (RW), the Load 5 Lowest Attendance Days button can be used if running the RL/RW multiple times. This will prepopulate the text fields with the dates of the five lowest attendance days and use the appropriate calculations in SAAR. Users cannot enter the dates themselves. When this button is selected, the report will find the low attendance dates for the date range selected and will use these dates in the Report Types selected.

8. Click the Generate Report button. The report will appear in the selected format. Each Record will have a separate section with section pagination.

The Validation Report should be generated prior to running the actual SAAR. The Validation Report looks for three key pieces of information to be correct for SAAR to be accurate.

1. All schedule structures within a calendar must match on all SAAR reported data. The count of day types, the number of attendance and school days must all agree.

2. School Month 1 start dates must be the same or later than the calendar start date, and School Month 10 end date must be the same or earlier than the calendar end date.

3. All grade levels (00-14) must be properly mapped to the State Grade Level on the Calendar Grade Level tab [System Administration > Calendar > Calendar > Grade Level].

Kentucky State Generated on 05/28/2008 03:42:52 PM Page 1 of 1	SAAR Validation Report

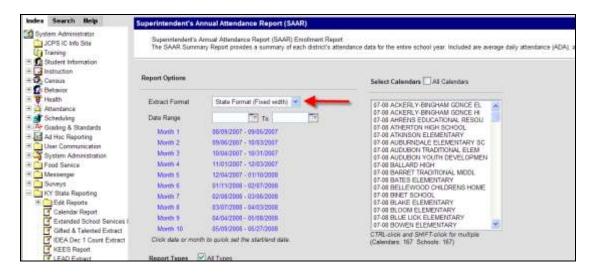Both the State Grade and Calendar Days were set up correctly.

Validation Report with no errors

Validation Report with errors (grade levels in red)

Submitting the SAAR Extract

When ready to submit the SAAR Extract to the state, change the SAAR Extract Format selection option to State Format (fixed width) and generate the extract in the state-required format. Submit it to KDE using the standard submission process.

KDE will also be running a few pre-edits on the files submitted and there may be some additional cleanup required, based on the results of that edit process.

NOTE: Use the HTML format to view the extract in a basic format prior to generating the final State Format for submission.

SAAR Reports
Record 1– School Calendar (Annual Report)
Path: KY State Reporting > SAAR Report > R1 School Calendar

The R1-School Calendar Report returns data about the selected schools' calendars. It provides total number of the types of days included in the calendar and total days in the school year.

NOTE: If more than one schedule structure is found for a calendar with different attendance days or day events, a fatal error will be returned. Users are required to correct this information.

Data Elements for R1 – School Calendar (Annual Report)

Element Name	Description	Type, Format and Length	Campus Database	Campus Interface
Number of Attendance Days	Number of instructional days in the school year, designated as R	Numeric, 3 characters XXX	Calculation Sum of days where day.instructional=1	System Administration > Calendar > Calendar > Days
School Year Beginning Date	First day in the current school year calendar	Date field, 8 characters YYYYMMDD	Calendar.startDate	System Administration > Calendar > Calendar > Calendar
School Year	Last day in the current school	Date field, 8	Calendar.startDate	System

Element Name	Description	Type, Format and Length	Campus Database	Campus Interface
Ending Date	year calendar	characters YYYYMMDD		Administration > Calendar > Calendar > Calendar
Number of Professional Development Days	Number of days in the school year, designated as P	Numeric, 3 characters XXX	Calculation Sum of days where dayEvent.type=P	System Administration > Calendar > Calendar > Days
Number of Opening Days	Number of days in the school year, designated as O	Numeric, 3 characters XXX	Calculation Sum of days where dayEvent.type=O	System Administration > Calendar > Calendar > Days
Number of Closing Days	Number of days in the school year, designated as C	Numeric, 3 characters XXX	Calculation Sum of days where dayEvent.type=C	System Administration > Calendar > Calendar > Days
Number of Holidays	Number of days in the school year, designated as H	Numeric, 3 characters XXX	Calculation Sum of days where dayEvent.type=H	System Administration > Calendar > Calendar > Days
Number of Disaster Days	Number of days in the school year, designated as D	Numeric, 3 characters XXX	Calculation Sum of days where dayEvent.type=D	System Administration > Calendar > Calendar > Days
Number of Planning Days	Number of days in the school year, designated as G	Numeric, 3 characters XXX	Calculation Sum of days where dayEvent.type=G	System Administration > Calendar > Calendar > Days
Total Days in School Year	Count of all days marked as O, C, G, P, R, E, D, H	Numeric, 3 characters XXX	Calculation Sum of days where dayEvent.type=Null,P,O,C,H,D,G,R between the calendar.startDate and calendar.endDate	System Administration > Calendar > Calendar > Days
Full Days Dismissed – Weather	Count of full school days dismissed due to weather	Numeric, 3 characters XXX	Calculation Sum of days where dayEvent.type=W	System Administration > Calendar > Calendar > Days
Full Days Dismissed – Other	Count of full school days dismissed due to other reasons	Numeric, 3 characters XXX	Calculation Sum of days where dayEvent.type=M	System Administration > Calendar > Calendar > Days
Number of Teacher Equivalent Days	Count of teacher inservice days	Numeric, 3 characters XXX	Calculation Sum of days where dayEvent.type=E	System Administration > Calendar > Calendar > Days

Record 2– Enrollment/Reenrollment (Annual report, enrollments count)

Path: KY State Reporting > SAAR Report > R2 Enrollment_Reenrollment

The R2-Enrollment/Reenrollment Report returns a count of each enrollment in the selected school(s).

275 JEFFERSON COUNTY PUBLIC SCHOOLS
3332 Newburg Rd, Louisville, KY 40218
County: JEFFERSON   Phone: (502)485-3011   Fax: (502)485-3991
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Superintendent's Annual Attendance (SAAR) Report
Record Format: 2 - Enrollment / Reenrollment
Date Range: 08/09/2007 - 12/03/2007
Calendar: 07-08 EASTERN HIGH Grades Count: 4

#007 EASTERN HIGH

Grade	E01	E02	E03	R01	R02	R06	R20	R21	E98	Total
09	585	1	0	0	18	1	0	2	0	607
10	494	2	2	0	11	0	0	1	0	510
11	486	5	0	0	7	0	0	1	0	499
12	400	4	0	0	2	0	0	0	0	406
Total	1,965	12	2	0	38	1	0	4	0	2,022

#275 JEFFERSON COUNTY PUBLIC SCHOOLS District

Grade	E01	E02	E03	R01	R02	R06	R20	R21	E98	Total
09	585	1	0	0	18	1	0	2	0	607
10	494	2	2	0	11	0	0	1	0	510
11	486	5	0	0	7	0	0	1	0	499
12	400	4	0	0	2	0	0	0	0	406
Total	1,965	12	2	0	38	1	0	4	0	2,022

See Appendix B for an ad hoc filter to find start statuses for students in a selected school.

Data Elements for R2 – Enrollment/Reenrollment

Element Name	Description	Type, Format and Length	Campus Database	Campus Interface
E1	Count of unduplicated enrollments with start status of E01	Numeric, 3 digits XXX	Enrollment.startStatus=E01	Student Information > General Enrollment
E2	Count of unduplicated enrollments with start status of E02	Numeric, 3 digits XXX	Enrollment.startStatus=E02	Student Information > General Enrollment
E3	Count of unduplicated enrollments with start status of E03	Numeric, 3 digits XXX	Enrollment.startStatus=E03	Student Information > General Enrollment
R1	Count of unduplicated enrollments with start status	Numeric, 3 digits	Enrollment.startStatus=R01	Student Information > General

Element Name	Description	Type, Format and Length	Campus Database	Campus Interface
	of R01	XXX		Enrollment
R2	Count of unduplicated enrollments with start status of R02	Numeric, 3 digits XXX	Enrollment.startStatus=R02	Student Information > General Enrollment
R6	Count of unduplicated enrollments with start status of R06	Numeric, 3 digits XXX	Enrollment.startStatus=R03	Student Information > General Enrollment
R20	Count of unduplicated enrollments with start status of R20	Numeric, 3 digits XXX	Enrollment.startStatus=R20	Student Information > General Enrollment
R21	Count of unduplicated enrollments with start status of R21	Numeric, 3 digits XXX	Enrollment.startStatus=R21	Student Information > General Enrollment
E98	Count of unduplicated enrollments with start status of E98	Numeric, 3 digits XXX	Enrollment.startStatus=E98	Student Information > General Enrollment

Record 3 – Withdrawals (Annual report, withdrawals count)

Path: KY State Reporting > SAAR Report > R3 Withdrawals

The R3-Withdrawals report returns a count of each withdrawn enrollment in the selected school(s).

See Appendix C for an ad hoc filter to find end status codes for students in a selected school.

Data Elements for R3 – Withdrawals

Element Name	Description	Type, Format and Length	Campus Database	Campus Interface
W1	Count of unduplicated enrollments with end status of W01	Numeric, 3 digits XXX	Enrollment.endStatus=W01	Student Information > General Enrollment
W2	Count of unduplicated enrollments with end status of W02	Numeric, 3 digits XXX	Enrollment.endStatus=W02	Student Information > General Enrollment
W7	Count of unduplicated enrollments with end status of W07	Numeric, 3 digits XXX	Enrollment.endStatus=W07	Student Information > General Enrollment
W8	Count of unduplicated enrollments with end status of W08	Numeric, 3 digits XXX	Enrollment.endStatus=W08	Student Information > General Enrollment
W9	Count of unduplicated enrollments with end status of W09	Numeric, 3 digits XXX	Enrollment.endStatus=W09	Student Information > General Enrollment
W12	Count of unduplicated enrollments with end status of W12	Numeric, 3 digits XXX	Enrollment.endStatus=W12	Student Information > General Enrollment
W17	Count of unduplicated enrollments with end status of W17	Numeric, 3 digits XXX	Enrollment.endStatus=W17	Student Information > General Enrollment
W20	Count of unduplicated enrollments with end status of W20	Numeric, 3 digits XXX	Enrollment.endStatus=W20	Student Information > General Enrollment
W21	Count of unduplicated enrollments with end status of W21	Numeric, 3 digits XXX	Enrollment.endStatus=W21	Student Information > General Enrollment
W22	Count of unduplicated enrollments with end status of W22	Numeric, 3 digits XXX	Enrollment.endStatus=W22	Student Information > General Enrollment
W23	Count of unduplicated enrollments with end status of W23	Numeric, 3 digits XXX	Enrollment.endStatus=W23	Student Information > General Enrollment
W24	Count of unduplicated enrollments with end status of W24	Numeric, 3 digits XXX	Enrollment.endStatus=W24	Student Information > General Enrollment
W25	Count of unduplicated enrollments with end status of W25	Numeric, 3 digits XXX	Enrollment.endStatus=W25	Student Information > General Enrollment
W26	Count of unduplicated enrollments with end status of W26	Numeric, 3 digits XXX	Enrollment.endStatus=W26	Student Information > General Enrollment
W27	Count of unduplicated	Numeric, 3 digits	Enrollment.endSta	Student Information

Element Name	Description	Type, Format and Length	Campus Database	Campus Interface
	enrollments with end status of W27	XXX	tus=W27	> General Enrollment

Record 5 – Ethnic Count (Active students on the end date of the 10th school month)

Path: KY State Reporting > SAAR Report > R5 Ethnic Count

The R5-Ethnic Count report returns a count of each student's race/ethnicity in the selected school(s) as of the last instructional day in the reporting year.

See Appendix C for an ad hoc filter to find the ethnic code for students in a selected school.

Data Elements for R5 – Ethnic Count

Element Name	Description	Type, Format and Length	Campus Database	Campus Interface
Male-White	Count of white males	Numeric, 3 digits XXX	Identity.raceEthnicity=01	Census > People > Identites
Female-White	Count of white females	Numeric, 3 digits XXX	Identity.raceEthnicity=01	Census > People > Identites
Male-Black	Count of black males	Numeric, 3 digits XXX	Identity.raceEthnicity=02	Census > People > Identites

Element Name	Description	Type, Format and Length	Campus Database	Campus Interface
Female-Black	Count of black females	Numeric, 3 digits XXX	Identity.raceEthnicity=02	Census > People > Identites
Male-American Indian/Alaska Native	Count of American Indian/ Alaska Native males	Numeric, 3 digits XXX	Identity.raceEthnicity=05	Census > People > Identites
Female – American Indian/ Alaska Native	Count of American Indian/ Alaska Native females	Numeric, 3 digits XXX	Identity.raceEthnicity=05	Census > People > Identites
Male- Asian/Pacific Islander	Count of Asian/Pacific Islander males	Numeric, 3 digits XXX	Identity.raceEthnicity=04	Census > People > Identites
Female – Asian/Pacific Islander	count of Asian/Pacific Islander females	Numeric, 3 digits XXX	Identity.raceEthnicity=04	Census > People > Identites
Male-Hispanic	Count of Hispanic males	Numeric, 3 digits XXX	Identity.raceEthnicity=03	Census > People > Identites
Female-Hispanic	Count of hispanic females	Numeric, 3 digits XXX	Identity.raceEthnicity=03	Census > People > Identites
Male-Other	Count of others – male	Numeric, 3 digits XXX	Identity.raceEthnicity=06	Census > People > Identites
Female-Other	Count of others-females	Numeric, 3 digits XXX	Identity.raceEthnicity=06	Census > People > Identites

Record 7 – Aggregate Attendance

Path: KY State Reporting > SAAR Report > R7 Aggregate Attendance

The R7-Aggregate Attendance report contains both the base attendance and the adjustment attendance.

Attendance values directly include regular attendance, partial day and all other unadjusted attendance.

The calculation for Half Days/Full Days and Adjustment Aggregate Days Present is the total aggregate adjustment days for Records V, S and X.

The calculation for Adjustment Aggregate Days Absent is the total aggregate adjustment days for Records S and X.

Detailed calculations are rounded to three decimal places and summed to totals.

275 JEFFERSON COUNTY PUBLIC SCHOOLS
3332 Newburg Rd, Louisville, KY 40218
County: JEFFERSON   Phone: (502)485-3011   Fax: (502)485-3991
Generate on 05/29/2008 03:43:20 PM   Page 1 of 2

Superintendent's Annual Attendance (SAAR) Report
Record Format: 7 - Aggregate Attendance
Date Range: 08/09/2007 - 01/10/2008
Calendar: 07-08 EASTERN HIGH Grades Count: 4

#007 EASTERN HIGH

| | BASE Aggregate Days - PRESENT | | | | | | | | |
Grade	T1	T2	T3	T4	T5	NT	Total	Days	HD/FD
09	27,618.757	152.275	5,496.158	253.072	90.000	14,906.000	48,516.262	90	-
10	20,220.252	250.042	4,366.968	265.505	.000	16,782.936	41,885.703	90	-
11	12,561.790	419.767	3,111.250	529.111	.000	23,452.705	40,074.624	90	-
12	8,065.455	89.000	1,293.317	215.351	.000	23,442.807	33,105.931	90	-
Total	68,466.255	911.084	14,267.693	1,263.040	90.000	78,584.448	163,582.520		

| | BASE Aggregate Days - ABSENT | | | | | | |
Grade	T1	T2	T3	T4	T5	NT	Total
09	2,118.978	12.725	216.842	16.928	.000	6.000	2,371.473
10	1,135.748	19.958	213.032	4.495	.000	807.064	2,180.297
11	738.074	29.233	159.750	10.889	.000	1,319.525	2,257.470
12	485.545	1.000	56.683	24.649	.000	1,682.193	2,250.069
Total	4,478.344	62.916	646.307	56.960	.000	3,814.782	9,059.309

| | ADJUSTMENT Aggregate Days - PRESENT | | | | | | |
Grade	T1	T2	T3	T4	T5	NT	Total
09	309.000	3.000	16.000	.000	.000	32.000	360.000
10	137.629	.000	6.000	.000	.000	51.000	194.629
11	101.000	.000	13.000	.000	.000	54.619	168.619
12	39.000	.000	.000	.000	.000	56.000	95.000
Total	586.629	3.000	35.000	.000	.000	193.619	818.248

| | ADJUSTMENT Aggregate Days - ABSENT | | | | | | |
Grade	T1	T2	T3	T4	T5	NT	Total
09	309.000	3.000	16.000	.000	.000	32.000	360.000
10	137.629	.000	6.000	.000	.000	51.000	194.629
11	101.000	.000	13.000	.000	.000	54.619	168.619
12	39.000	.000	.000	.000	.000	56.000	95.000
Total	586.629	3.000	35.000	.000	.000	193.619	818.248

See Appendix F for information on the attendance calculation.

Data Elements for R7 – Aggregate Attendance

Element Name	Description	Type, Format and Length	Campus Database	Campus Interface
Aggregate Days Attendance – T1	Aggregate Days Present-T1	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Attendance – T2	Aggregate Days Present-T2	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored

Element Name	Description	Type, Format and Length	Campus Database	Campus Interface
Aggregate Days Attendance – T3	Aggregate Days Present-T3	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Attendance – T4	Aggregate Days Present-T4	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Attendance – T5	Aggregate Days Present-T5	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Attendance – NT	Aggregate Days Present-NT	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Absence – T1	Aggregate Days Absent-T1	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Absence – T2	Aggregate Days Absent-T2	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Absence – T3	Aggregate Days Absent-T3	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Absence – T4	Aggregate Days Absent-T4	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Absence – T5	Aggregate Days Absent-T5	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Absence – NT	Aggregate Days Absent-NT	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Total Attendance Days	Attendance Days in period reported (5 less than R1)	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Half Day Full Day	displays whether the school offers half day, full day or both for kindergarten	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Adjustment Aggregate Days Present –T1	Adjusted Aggregate Days Present-T1 (Records L, V, S, X)	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Adjustment Aggregate Days Present – T2	Adjustment Aggregate Days Present-T2 (Records L, V, S, X)	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Adjustment Aggregate Days Present – T3	Adjustment Aggregate Days Present-T3 (Records L, V, S, X)	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Adjustment Aggregate Days Present – T4	Adjustment Aggregate Days Present-T4 (Records L, V, S, X)	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored

Element Name	Description	Type, Format and Length	Campus Database	Campus Interface
Adjustment Aggregate Days Present – T5	Adjustment Aggregate Days Present-T5 (Records L, V, S, X)	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Adjustment Aggregate Days Present – NT	Adjustment Aggregate Days Present-NT (Records L, V, S, X)	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Adjustment Aggregate Days Absent – T1	Adjustment Aggregate Days Absent-T1 (Records L, S, X)	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Adjustment Aggregate Days Absent – T2	Adjustment Aggregate Days Absent-T2 (Records L, S, X)	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Adjustment Aggregate Days Absent – T3	Adjustment Aggregate Days Absent-T3 (Records L, S, X)	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Adjustment Aggregate Days Absent – T4	Adjustment Aggregate Days Absent-T4 (Records L, S, X)	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Adjustment Aggregate Days Absent – T5	Adjustment Aggregate Days Absent-T5 (Records L, S, X)	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Adjustment Aggregate Days Absent – NT	Adjustment Aggregate Days Absent-NT (Records L, S, X)	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored

Record 9 – Non-contract/Over and Under Attendance

Path: KY State Reporting > SAAR Report > R9 Non-contract/Over Under Attendance

The R9-Non-contract Report returns values on Attendance Groups of NC, NCO and underage/overage.

Underage:
- Students in grade 00 (Kindergarten) will show on Record 9 if their 5th birthday is after October 1 of the Fall Reporting year unless the student has an underage waiver on their enrollment.
- Students in grade 01 must turn 6 by October 1 of the Fall Reporting year. Otherwise they will appear on Record 9.

Overage:
- Any present or absent days from a student's 21st birthday forward will be represented in Record 9.
- Any present or absent days for a student turning 21 during the school year will be represented on Record 9.

Verification:
- Underage – Determine birth year to be deemmed ineligible and create an ad hoc flter for any student with a birth date after October 1 of the that year.
- Overage – Use the ad hoc Age element to find any 21 year olds to verify.

The calculation for Non-contract Aggregate Days Attendance is and for Under/Overage Aggregate Days Attendance is:

$$\frac{(\text{Enrolled Minutes} - \text{absent minutes})}{\text{Total School Day Minutes}}$$

COUNTY PUBLIC SCHOOLS

County: JEFFERSON   Phone: Fax:
Generate on 07/22/2008 04:11:21 PM   Page 1 of 2

Superintendent's Annual Attendance (SAAR) Report
Record Format: 9 - Non-Contract / Overage & Underage Attendance
Date Range: 05/09/2008 - 05/27/2008

#105 BALLARD HIGH

| Grade | Non Contract - Aggregate Days - PRESENT | | | | | | | Non Contract |
	T1	T2	T3	T4	T5	NT	Total	Student Count
09	.000	.000	.000	.000	.000	.000	.000	0
10	.000	.000	.000	.000	.000	.000	.000	0
11	.000	.000	.000	.000	.000	.000	.000	0
12	.000	.000	.000	.000	.000	.000	.000	0
Total	.000	.000	.000	.000	.000	.000	.000	0

| Grade | Non Contract - Aggregate Days - ABSENT | | | | | | |
	T1	T2	T3	T4	T5	NT	Total
09	.000	.000	.000	.000	.000	.000	.000
10	.000	.000	.000	.000	.000	.000	.000
11	.000	.000	.000	.000	.000	.000	.000
12	.000	.000	.000	.000	.000	.000	.000
Total	.000	.000	.000	.000	.000	.000	.000

| Grade | Overage / Underage - Aggregate Days - PRESENT | | | | | | | Over/Under |
	T1	T2	T3	T4	T5	NT	Total	Student Count
09	.000	.000	.000	.000	.000	.000	.000	0
10	.000	.000	.000	.000	.000	.000	.000	0
11	.000	.000	.000	.000	.000	.000	.000	0
12	.000	.000	.000	.000	8.000	.000	8.000	0
Total	.000	.000	.000	.000	8.000	.000	8.000	0

| Grade | Overage / Underage - Aggregate Days - ABSENT | | | | | | |
	T1	T2	T3	T4	T5	NT	Total
09	.000	.000	.000	.000	.000	.000	.000
10	.000	.000	.000	.000	.000	.000	.000
11	.000	.000	.000	.000	.000	.000	.000
12	.000	.000	.000	.000	2.000	.000	2.000
Total	.000	.000	.000	.000	2.000	.000	2.000

Data Elements for R9 – Non-contract/Overage/Underage Report

Element Name	Description	Type, Format and Length	Campus Database	Campus Interface
Non-contract Student Count	Total count of students marked with the NCO Attendance Group	Numerc, 4 digits XXXX	Not dynamically stored	Not dynamically stored
Under/Overage Student Count	Total count of students 5 years old by October 1, 1st grade age 6 by October 1 or 21 and over.	Numeric, 4 digits XXXX	Not dynamically stored	Not dynamically stored
Non-contract Aggregate Days Attendance – T1	Aggregate Days Present-T1	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Non-contract Aggregate Days Attendance – T2	Aggregate Days Present-T2	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Non-contract Aggregate Days Attendance – T3	Aggregate Days Present-T3	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Non-contract Aggregate Days Attendance – T4	Aggregate Days Present-T4	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Non-contract Aggregate Days Attendance – T5	Aggregate Days Present-T5	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Non-contract Aggregate Days Attendance – NT	Aggregate Days Present-NT	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Under/Overage Aggregate Days Attendance – T1	Aggregate Days Absent-T1	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Under/Overage Aggregate Days Attendance – T2	Aggregate Days Absent-T2	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Under/Overage Aggregate Days Attendance – T3	Aggregate Days Absent-T3	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Under/Overage Aggregate Days Attendance – T4	Aggregate Days Absent-T4	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Under/Overage Aggregate Days Attendance – T5	Aggregate Days Absent-T5	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Under/Overage Aggregate Days Attendance – NT	Aggregate Days Absent-NT	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Total Attendance Days	Attendance Days in period reported (5 less than R1)	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored

Record H – Home/Hospital Attendance

Path: KY State Reporting > SAAR Report > RH – Home_Hospital Attendance

The RH – Home/Hospital Attendance record returns data for students who are assigned to the Home/Hospital Attendance Group.

Data Elements for RH – Home/Hospital Report

Element Name	Description	Type, Format and Length	Campus Database	Campus Interface
Aggregate Days Home/Hospital Attendance – T1	Aggregate Present Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Home/Hospital Attendance– T2	Aggregate Present Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Home/Hospital Attendance– T3	Aggregate Present Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days	Aggregate Present Days	Numeric, 10 digits	Not dynamically	Not dynamically

Element Name	Description	Type, Format and Length	Campus Database	Campus Interface
Home/Hospital Attendance – T4		XXXXXXXXXX	stored	stored
Aggregate Days Home/Hospital Attendance – T5	Aggregate Present Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Home/Hospital Attendance – NT	Aggregate Present Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Home/Hospital Absence – T1	Aggregate Absent Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Home/Hospital Absence – T2	Aggregate Absent Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Home/Hospital Absence – T3	Aggregate Absent Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Home/Hospital Absence – T4	Aggregate Absent Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Home/Hospital Absence – T5	Aggregate Absent Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Home/Hospital Absence – NT	Aggregate Absent Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Total Attendance Days	Attendance Days in period reported	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Half-Day/Full-Day	Displays whether the school offers half day, full day or both for kindergarten	Alphanumeric, 2 characters XX	Not dynamically stored	Not dynamically stored
Home/Hospital Student Count	Total Count of students in the Home/Hospital Attendance Group	Numeric, 3 digits XXX	Not dynamically stored	Not dynamically stored

Record L – Five Low Attendance Days

Path: KY State Reporting > SAAR Report > RL – Five Low Attendance Days

The RL – Five Low Attendance Days report will display the aggregate present days and absent days for the five lowest ADA days in the school year at the selected school based on the district low ADA days.

The record will also display the dates of the lowest five attendance days with a student count for present and absent days.

#007 EASTERN HIGH

Grade	Aggregate Low Attendance Days - PRESENT							Attendance Days
	T1	T2	T3	T4	T5	NT	Total	
09	1,358.381	8.000	287.797	14.000	5.000	705.629	2,378.807	5
10	950.369	22.000	211.423	14.000	.000	822.438	2,020.230	5
11	683.126	15.559	161.876	28.245	.000	1,180.144	2,068.951	5
12	424.262	6.842	66.121	10.728	.000	1,166.106	1,674.059	5
Total	3,416.139	52.401	727.218	66.973	5.000	3,874.317	8,142.047	5

Grade	Aggregate Low Attendance Days - ABSENT							Attendance Days
	T1	T2	T3	T4	T5	NT	Total	
09	235.619	2.000	31.203	1.000	.000	108.235	378.057	5
10	105.767	3.000	20.577	1.000	.000	117.562	247.906	5
11	86.874	5.441	27.124	1.755	.000	186.856	308.050	5
12	65.738	2.158	8.879	4.272	.000	213.894	294.941	5
Total	493.998	12.599	87.782	8.027	.000	626.547	1,228.953	5

#275 JEFFERSON COUNTY PUBLIC SCHOOLS District

Grade	District Aggregate Low Attendance Days - PRESENT TOTAL							Attendance Days
	T1	T2	T3	T4	T5	NT	Total	
09	1,358.381	8.000	287.797	14.000	5.000	705.629	2,378.807	5
10	950.369	22.000	211.423	14.000	.000	822.438	2,020.230	5
11	683.126	15.559	161.876	28.245	.000	1,180.144	2,068.951	5
12	424.262	6.842	66.121	10.728	.000	1,166.106	1,674.059	5
Total	3,416.139	52.401	727.218	66.973	5.000	3,874.317	8,142.047	5

Grade	District Aggregate Low Attendance Days - ABSENT TOTAL							Attendance Days
	T1	T2	T3	T4	T5	NT	Total	
09	235.619	2.000	31.203	1.000	.000	108.235	378.057	5
10	105.767	3.000	20.577	1.000	.000	117.562	247.906	5
11	86.874	5.441	27.124	1.755	.000	186.856	308.050	5
12	65.738	2.158	8.879	4.272	.000	213.894	294.941	5
Total	493.998	12.599	87.782	8.027	.000	626.547	1,228.953	5

Dates Selected		Present	Absent
Date 1	12/21/2007	1,384.119	498.881
Date 2	02/04/2008	1,699.356	178.780
Date 3	02/06/2008	1,672.436	203.564
Date 4	03/10/2008	1,723.045	144.955
Date 5	05/01/2008	1,663.092	202.772

Data Elements for RL – Five Lowest Attendance Days

Element Name	Description	Type, Format and Length	Campus Database	Campus Interface
Aggregate Days Attendance – T1	Aggregate Present Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Attendance – T2	Aggregate Present Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Attendance – T3	Aggregate Present Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Attendance – T4	Aggregate Present Days	Numeric, 10 digits	Not dynamically stored	Not dynamically stored

Element Name	Description	Type, Format and Length	Campus Database	Campus Interface
		XXXXXXXXXX		
Aggregate Days Attendance – T5	Aggregate Present Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Attendance – NT	Aggregate Present Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Absence – T1	Aggregate Absent Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Absence – T2	Aggregate Absent Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Absence – T3	Aggregate Absent Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Absence – T4	Aggregate Absent Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Absence – T5	Aggregate Absent Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Absence – NT	Aggregate Absent Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Date	List of dates of the lowest attendance days	Date fields, 8 characters CCYYMMDD	Not dynamically stored	Not dynamically stored
Date	List of dates of the lowest attendance days	Date fields, 8 characters CCYYMMDD	Not dynamically stored	Not dynamically stored
Date	List of dates of the lowest attendance days	Date fields, 8 characters CCYYMMDD	Not dynamically stored	Not dynamically stored
Date	List of dates of the lowest attendance days	Date fields, 8 characters CCYYMMDD	Not dynamically stored	Not dynamically stored
Date	List of dates of the lowest attendance days	Date fields, 8 characters CCYYMMDD	Not dynamically stored	Not dynamically stored

Record W – Ten Low Weather Attendance Days

Path: KY State Reporting > SAAR Report > RW – Ten Low Weather Attendance Days

The RW – Ten Low Weather Attendance Days report lists up to the ten low weather attendance days for the selected school based on the district indicating those low ADA days as weather related via an L Day Event code (System Administration > Calendar > Calendar > Days).

The record will also display the dates of the selected ten low weather attendance days with a student count for present and absent days.

275 JEFFERSON COUNTY PUBLIC SCHOOLS	Superintendent's Annual Attendance (SAAR) Report
County: JEFFERSON Phone: Fax:	Record Format: W - Ten (10) Low Weather Attendance Days
Generate on 05/07/2008 12:10:32 PM Page 1 of 1	Date Range: 07/02/2007 - 04/25/2008
	Calendar: 07-08 EASTERN HIGH Grades Count: 4

#007 EASTERN HIGH

Grade	Aggregate Low Weather Attendance Days- PRESENT

Grade	T1	T2	T3	T4	T5	NT	Total	Days
09	1,405.097	14.000	120.124	16.000	7.554	585.752	2,148.527	4
10	1,001.720	12.000	154.418	8.000	.000	689.146	1,865.285	4
11	769.916	19.728	140.000	8.000	.000	837.275	1,774.918	4
12	531.144	8.000	88.297	7.000	.000	832.470	1,466.911	4
Total	3,707.876	53.728	502.839	39.000	7.554	2,944.644	7,255.641	4

Aggregate Low Weather Attendance Days - ABSENT

Grade	T1	T2	T3	T4	T5	NT	Total	Days
09	78.760	2.000	7.000	.000	.446	22.542	110.748	4
10	55.478	.000	7.309	.000	.000	25.309	88.097	4
11	29.069	.272	4.000	.000	.000	36.725	70.067	4
12	30.153	.000	3.446	1.000	.000	38.248	72.847	4
Total	193.460	2.272	21.755	1.000	.446	122.824	341.757	4

#275 JEFFERSON COUNTY PUBLIC SCHOOLS District

District Aggregate Low Weather Attendance Days- PRESENT TOTAL

Grade	T1	T2	T3	T4	T5	NT	Total	Days
09	1,405.097	14.000	120.124	16.000	7.554	585.752	2,148.527	4
10	1,001.720	12.000	154.418	8.000	.000	689.146	1,865.285	4
11	769.916	19.728	140.000	8.000	.000	837.275	1,774.918	4
12	531.144	8.000	88.297	7.000	.000	832.470	1,466.911	4
Total	3,707.876	53.728	502.839	39.000	7.554	2,944.644	7,255.641	4

District Aggregate Low Weather Attendance Days - ABSENT TOTAL

Grade	T1	T2	T3	T4	T5	NT	Total	Days
09	78.760	2.000	7.000	.000	.446	22.542	110.748	4
10	55.478	.000	7.309	.000	.000	25.309	88.097	4
11	29.069	.272	4.000	.000	.000	36.725	70.067	4
12	30.153	.000	3.446	1.000	.000	38.248	72.847	4
Total	193.460	2.272	21.755	1.000	.446	122.824	341.757	4

Dates Selected		Present	Absent
Date 1	01/14/2008	1,729.151	162.158
Date 2	01/17/2008	1,716.847	179.599
Date 3	04/02/2008	1,904.822	.000
Date 4	04/18/2008	1,904.822	.000

Data Elements for RW – Ten Lowest Weather Attendance Days

Element Name	Description	Type, Format and Length	Campus Database	Campus Interface
Aggregate Days Attendance – T1	Aggregate Present Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Attendance – T2	Aggregate Present Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Attendance – T3	Aggregate Present Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Attendance – T4	Aggregate Present Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Attendance – T5	Aggregate Present Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Attendance – NT	Aggregate Present Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Absence – T1	Aggregate Absent Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Absence – T2	Aggregate Absent Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Absence – T3	Aggregate Absent Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Absence – T4	Aggregate Absent Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Absence – T5	Aggregate Absent Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Aggregate Days Absence – NT	Aggregate Absent Days	Numeric, 10 digits XXXXXXXXXX	Not dynamically stored	Not dynamically stored
Date	List of dates of the lowest attendance days	Date fields, 8 characters CCYYMMDD	Not dynamically stored	Not dynamically stored
Date	List of dates of the lowest attendance days	Date fields, 8 characters CCYYMMDD	Not dynamically stored	Not dynamically stored
Date	List of dates of the lowest attendance days	Date fields, 8 characters	Not dynamically stored	Not dynamically stored

Element Name	Description	Type, Format and Length	Campus Database	Campus Interface
		CCYYMMDD		
Date	List of dates of the lowest attendance days	Date fields, 8 characters CCYYMMDD	Not dynamically stored	Not dynamically stored
Date	List of dates of the lowest attendance days	Date fields, 8 characters CCYYMMDD	Not dynamically stored	Not dynamically stored
Date	List of dates of the lowest attendance days	Date fields, 8 characters CCYYMMDD	Not dynamically stored	Not dynamically stored
Date	List of dates of the lowest attendance days	Date fields, 8 characters CCYYMMDD	Not dynamically stored	Not dynamically stored
Date	List of dates of the lowest attendance days	Date fields, 8 characters CCYYMMDD	Not dynamically stored	Not dynamically stored
Date	List of dates of the lowest attendance days	Date fields, 8 characters CCYYMMDD	Not dynamically stored	Not dynamically stored
Date	List of dates of the lowest attendance days	Date fields, 8 characters CCYYMMDD	Not dynamically stored	Not dynamically stored

Record V – Virtual Performance Based Attendance

Path: KY State Reporting > SAAR Report > RV – Virtual Performance Based Attendance

This record will only be triggered for students who are scheduled into a section marked as virtual or performance-based upon completion of the course within the school year.

Students marked with a grade of P or Pass will be counted as proficient and the present ADA for the term of the course will be added to the record (and adjustment for record 7). Students who have another grade (other than P or Pass) will be classified as Not Proficient and their head count will show on the Record V report, but no present ADA will be taken into account.

275 JEFFERSON COUNTY PUBLIC SCHOOLS	Superintendent's Annual Attendance (SAAR) Report
County: JEFFERSON Phone: Fax:	Record Format: V - Virtual / Performance Based Attendance
Generate on 05/07/2008 12:10:32 PM Page 1 of 1	Date Range: 07/02/2007 - 04/25/2008
	Calendar: 07-08 EASTERN HIGH Grades Count: 4

#007 EASTERN HIGH

Grade	Virtual Proficient Aggregate Attendance Days							Student Head Count	
	T1	T2	T3	T4	T5	NT	Total	Proficient	Non-Proficient
09	.000	.000	.000	.000	.000	.000	.000		
10	.000	.000	.000	.000	.000	.000	.000		
11	.000	.000	.000	.000	.000	.000	.000		
12	.000	.000	.000	.000	.000	.000	.000		
Total	.000	.000	.000	.000	.000	.000	.000	0	0

Grade	Performance Based Proficient Aggregate Attendance Days							Student Head Count	
	T1	T2	T3	T4	T5	NT	Total	Proficient	Non-Proficient
09	.000	.000	.000	.000	.000	.000	.000		
10	.000	.000	.000	.000	.000	.000	.000		
11	.000	.000	.000	.000	.000	.000	.000		
12	.000	.000	.000	.000	.000	.000	.000		
Total	.000	.000	.000	.000	.000	.000	.000	0	0

#275 JEFFERSON COUNTY PUBLIC SCHOOLS District

Grade	District Virtual Proficient Aggregate Attendance Days							Student Head Count	
	T1	T2	T3	T4	T5	NT	Total	Proficient	Non-Proficient
09	.000	.000	.000	.000	.000	.000	.000	0	0
10	.000	.000	.000	.000	.000	.000	.000	0	0
11	.000	.000	.000	.000	.000	.000	.000	0	0
12	.000	.000	.000	.000	.000	.000	.000	0	0
Total	.000	.000	.000	.000	.000	.000	.000	0	0

Grade	District Performance Based Proficient Aggregate Attendance Days							Student Head Count	
	T1	T2	T3	T4	T5	NT	Total	Proficient	Non-Proficient
09	.000	.000	.000	.000	.000	.000	.000	0	0
10	.000	.000	.000	.000	.000	.000	.000	0	0
11	.000	.000	.000	.000	.000	.000	.000	0	0
12	.000	.000	.000	.000	.000	.000	.000	0	0
Total	.000	.000	.000	.000	.000	.000	.000	0	0

Record S – Out of School Suspension

Path: KY State Reporting > SAAR Report > RS – Out of School Suspension

The report for record S will show both the total suspension attendance (State Attendance Code = S) in the first section and the Eligible 10 days attendance in the second section.

The second section (Eligible 10 days) is the value carried over to the Adjustment values on Record 7. Count numbers represent the number of individual students who had suspension events, the number of students who had multiple events and the total number of suspension events in the period reported on.

Use the Suspension Attendance Linkage Edit report to identify any suspension event/attendance mismatches that may exist.

Suspensions are recorded on the student's Behavior tab as part of the event resolution (SSP3 code).

275 JEFFERSON COUNTY PUBLIC SCHOOLS
3332 Newburg Rd, Louisville, KY 40218
County: JEFFERSON Phone: (502)485-3011 Fax: (502)485-3991
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Superintendent's Annual Attendance (SAAR) Report
Record Format: S - Out of School Suspension
Date Range: 08/09/2007 – 05/27/2008
Calendar: 07-08 EASTERN HIGH Grades Count: 4

#007 EASTERN HIGH

| Grade | Suspension Aggregate ABSENT Days (SSP3) | | | | | | | Suspension Counts | | |
	T1	T2	T3	T4	T5	NT	Total	Heads	Multiples	Total
09	823.000	3.000	30.000	3.000	.000	110.000	969.000	63	58	227
10	287.569	17.000	21.000	.000	.000	79.000	404.569	38	21	85
11	183.000	.000	13.000	.000	.000	177.619	373.619	43	16	79
12	88.000	.000	.000	.000	.000	141.000	229.000	28	9	50
Total	1,381.569	20.000	64.000	3.000	.000	507.619	1,976.188	172	104	441

| Grade | Eligible (10 day) Suspension Aggregate ABSENT Days (SSP3) | | | | | | |
	T1	T2	T3	T4	T5	NT	Total
09	697.000	3.000	29.000	3.000	.000	78.000	810.000
10	266.941	17.000	19.000	.000	.000	79.000	381.941
11	165.000	.000	13.000	.000	.000	165.619	343.619
12	84.000	.000	.000	.000	.000	131.000	215.000
Total	1,212.941	20.000	61.000	3.000	.000	453.619	1,750.559

#275 JEFFERSON COUNTY PUBLIC SCHOOLS District

| Grade | District Suspension Aggregate ABSENT Days (SSP3) - TOTAL | | | | | | | Suspension Counts | | |
	T1	T2	T3	T4	T5	NT	Total	Heads	Multiples	Total
09	823.000	3.000	30.000	3.000	.000	110.000	969.000	63	58	227
10	287.569	17.000	21.000	.000	.000	79.000	404.569	38	21	85
11	183.000	.000	13.000	.000	.000	177.619	373.619	43	16	79
12	88.000	.000	.000	.000	.000	141.000	229.000	28	9	50
Total	1,381.569	20.000	64.000	3.000	.000	507.619	1,976.188	172	104	441

| Grade | District Eligible (10 day) Suspension Aggregate ABSENT Days (SSP3)- TOTAL | | | | | | |
	T1	T2	T3	T4	T5	NT	Total
09	823.000	3.000	30.000	3.000	.000	110.000	969.000
10	287.569	17.000	21.000	.000	.000	79.000	404.569
11	183.000	.000	13.000	.000	.000	177.619	373.619
12	88.000	.000	.000	.000	.000	141.000	229.000
Total	1,212.941	20.000	61.000	3.000	.000	453.619	1,750.559

Record X – Expulsion

Path: KY State Reporting > SAAR Report > RX – Expulsion

The Expulsion report will show the total absent days for SSP1 and SSP2 resolutions in the first section. The second section shows the Eligible 175 days for both SSP1 and SSP2 and is the value carried over to Record 7 adjustments.

Use the Expulsion Attendance Edit report to identify any suspension event / attendance mismatches you may have.

275 JEFFERSON COUNTY PUBLIC SCHOOLS
3332 Newburg Rd, Louisville, KY 40218
County: JEFFERSON   Phone: (502)485-3011   Fax: (502)485-3991
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Superintendent's Annual Attendance (SAAR) Report
Record Format: X - Expulsion
Date Range: 08/09/2007 - 05/27/2008
Calendar: 07-08 EASTERN HIGH   Grades Count: 4

#007 EASTERN HIGH

Grade	Total Expelled Aggregate Absent Days (SSP1+SSP2)							Expulsion Counts	
	T1	T2	T3	T4	T5	NT	Total	Heads	Total
09	.000	.000	.000	.000	.000	.000	.000	0	0
10	.000	.000	.000	.000	.000	.000	.000	0	0
11	.000	.000	.000	.000	.000	.000	.000	0	0
12	.000	.000	.000	.000	.000	.000	.000	0	0
Total	.000	.000	.000	.000	.000	.000	.000	0	0

Grade	Eligible Expelled Aggregate Absent Days (SSP1+SSP2 - 175)						
	T1	T2	T3	T4	T5	NT	Total
09	.000	.000	.000	.000	.000	.000	.000
10	.000	.000	.000	.000	.000	.000	.000
11	.000	.000	.000	.000	.000	.000	.000
12	.000	.000	.000	.000	.000	.000	.000
Total	.000	.000	.000	.000	.000	.000	.000

Grade	Expulsion Aggregate Present Days (SSP1)						
	T1	T2	T3	T4	T5	NT	Total
09	.000	.000	.000	.000	.000	.000	.000
10	.000	.000	.000	.000	.000	.000	.000
11	.000	.000	.000	.000	.000	.000	.000
12	.000	.000	.000	.000	.000	.000	.000
Total	.000	.000	.000	.000	.000	.000	.000

#275 JEFFERSON COUNTY PUBLIC SCHOOLS District

Grade	District Expelled Aggregate Absent Days (SSP1+SSP2) - TOTAL							Expulsion Counts	
	T1	T2	T3	T4	T5	NT	Total	Heads	Total
09	.000	.000	.000	.000	.000	.000	.000	0	0
10	.000	.000	.000	.000	.000	.000	.000	0	0
11	.000	.000	.000	.000	.000	.000	.000	0	0
12	.000	.000	.000	.000	.000	.000	.000	0	0
Total	.000	.000	.000	.000	.000	.000	.000	0	0

Grade	District Eligible Expelled Aggregate Absent Days (SSP1+SSP2 - 175) - TOTAL						
	T1	T2	T3	T4	T5	NT	Total
09	.000	.000	.000	.000	.000	.000	.000
10	.000	.000	.000	.000	.000	.000	.000
11	.000	.000	.000	.000	.000	.000	.000
12	.000	.000	.000	.000	.000	.000	.000
Total	.000	.000	.000	.000	.000	.000	.000

Grade	District Expulsion Aggregate Present Days (SSP1) - TOTAL						
	T1	T2	T3	T4	T5	NT	Total
09	.000	.000	.000	.000	.000	.000	.000
10	.000	.000	.000	.000	.000	.000	.000
11	.000	.000	.000	.000	.000	.000	.000
12	.000	.000	.000	.000	.000	.000	.000
Total	.000	.000	.000	.000	.000	.000	.000

Appendices
Appendix A – PAR Ad Hoc Filter

Use the following ad hoc filter to find all partial day attendance students in a selected school. This same filter can be used for the following records:
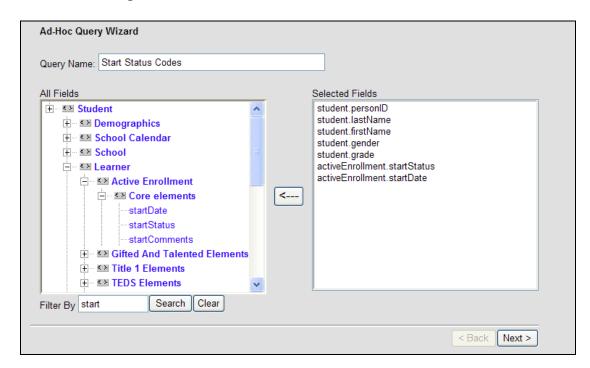
- Record H - Home/Hospital students, where the attendanceGroupKY.groupCategory is equal to HH.
- Record 9 – Noncontract/Overage/Underage, where the attendanceGroupKY.groupCategory is equal to NC: Non-contract or NCO: Non-Contrract Out of State.

Filter Path	Filter Field	Operator/Value
Student Demographics	Person.ID	
	Student.studentNumber	
	Student.lastName	
	Student.firstName	
	Student.grade	
Student Learner	attendanceGroupKY.groupCategory	= PAR
	attendanceGroupKY.startDate	
	attendanceGroupKY.endDate	

Appendix B – Record 2 – Enrollment/Reenrollment (Start Status Codes)

Use the following ad hoc filter to find start statuses for students in a selected school.

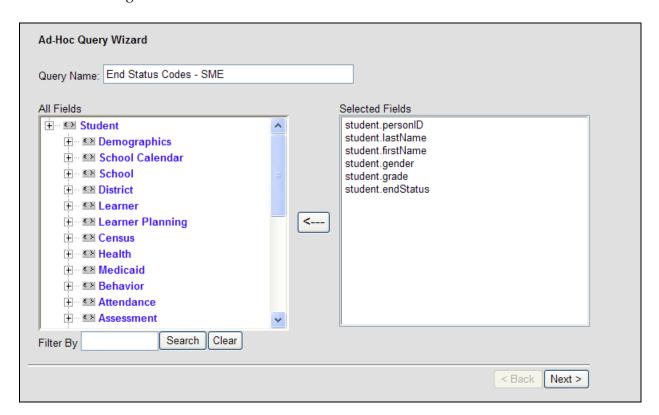| Filter Path	Filter Field	Operator/Value
Student Demographics	Person.ID	
	Student.lastName	
	Student.firstName	
	Student.gender	
	Student.grade	
Student Learner	activeEnrollment.startStatus	
	activeEnrollment.startDate	

Appendix C – Record 3 (Withdrawals) – End Status Codes
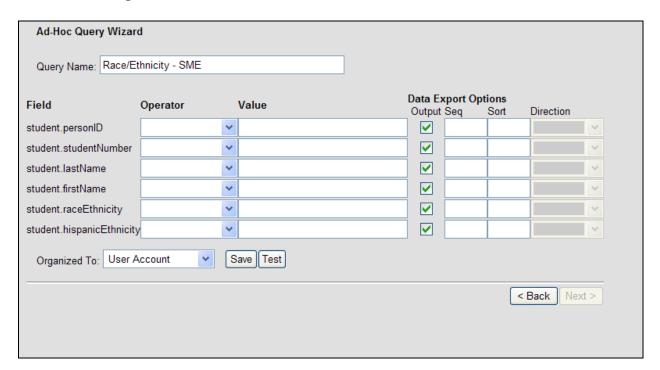
Use the following ad hoc filter to find end statuses for students in a selected school.

Filter Path	Filter Field	Operator/Value
Student Demographics	Person.ID	
	Student.lastName	
	Student.firstName	
	Student.gender	
	Student.grade	
	Student.endStatus	

Appendix D – Record 5 (Ethnic Count)

Use the following ad hoc filter to find race/ethnicities of students for Record 5.

Ad-Hoc Query Wizard

Query Name: Race/Ethnicity - SME

Field	Operator	Value	Data Export Options			
			Output	Seq	Sort	Direction
student.personID			☑			
student.studentNumber			☑			
student.lastName			☑			
student.firstName			☑			
student.raceEthnicity			☑			
student.hispanicEthnicity			☑			

Organized To: User Account   Save Test

< Back   Next >

Filter Path	Filter Field	Operator/Value
Student Demographics	Person.ID	
	Student.lastName	
	Student.firstName	
	Student.gender	
	Student.raceEthnicity	
	Student.hispanicEthnicity	

Appendix E – Record 7 (Aggregate Attendance) Ad hoc Filter

Use the following ad hoc filter to find race/ethnicities of students for Record 7.

Filter Path	Filter Field	Operator/Value
Student Demographics	Student.person.ID	
	Student.lastName	
	Student.firstName	
	Student.effectiveDate	
	Student.startDate	
	Student.startStatus	
	Student.EndStatus	
Student Learner Membership/Attendance Detail	admada.membershipDays	
	admada.attendanceDays	
	admada.ADM	
	admada.ADA	

Appendix F – R7 Aggregate Attendance Calculation Summary

Base Attendance

Full time students

dailyPresent = (scheduledMinutes-absentMinutes)/schoolDay

dailyAbsent = (absentMinutes)/**SCHOOLDAY**

Partial day students without fullFunding checked

dailyPresent = (scheduledMinutes-absentMinutes)/schoolDay

dailyAbsent = (absentMinutes)/ **SCHOOLDAY**

Partial day students with fullFunding checked

dailyPresent = 1-dailyAbsent

dailyAbsent = (absentMinutes)/**scheduledMinutes**

Present = sum(dailyPresent)

Absent = sum(dailyAbsent)

> NOTES
> - Values are truncated at three decimals.
> - Student who are marked as perkinsOnly, noShow, stateExclude are excluded.
> - BASE calculations treat students with VP courses as type 1.b calculations with the VP course NOT counted in present or absent minutes.
> - The funding calculations for SAAR and Growth Factor will be different than the base calculations on Attendance Register and KY ADA/ADM report.

Attendance Adjustment

Virtual/Performance(adjustment for Present ONLY)

dailyPresentVP = scheduled minutes for **PASSED** P/V classes/**SCHOOLDAY**

> ****Alternate calculation = (number of attendance days VP course scheduled for (i.e., semester or year) *(period minutes/SchoolDay)**

Present adjustment

presentVPAdjustment = sum(dailyPresentVP/schoolDay)

Suspension(adjustment for Absent Only)

absentSuspensionAdjustment =

> If absentDays <= 10 Then sum(absentMinutes/scheduledMinutes)

Else 10

Only for absence during a suspension

Up to 10 days per student per year
Must be prior to their 21st birth day otherwise ignore any suspension adjustment

Expulsion (adjustment for Absent Only)
absentExpulsionAdjustment =
If absentDays <=175 Then sum(absentMinutes/scheduledMinutes)
Else 175

Only for absence when the student is expelled (per design document)

Same check as Suspension. Up to 175 days per student per year UP TO the student's 21st birthday

Final result
totalPresentAdjustment = presentVPAdjustment + absentSuspensionAdjusment + absentExpulsionAdjustment

totalAbsentAdjustment = absentSuspensionAdjustment + absentExpulsionAdjustment

KDE Present Calculation = BASE Present + Adjustment Present = Total Present
KDE Absent Calculation = BASE Absent – Adjustment Absent = Total Absent

NOTE: There could be days that meet multiple adjustment criteria, but we will count the present/absent minutes on that day once. If this case occurs, the totalAbsentAdjustment will be smaller than the summation of all type of adjustment.